

TEACHERS' RETIREMENT BOARD  
AD HOC GOVERNANCE COMMITTEE

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SUBJECT: Approval of Minutes of May 6, 1998 Meeting

ITEM NUMBER: 2

ATTACHMENT(S): 1

ACTION: X

DATE OF MEETING: July 8, 1998

INFORMATION: \_\_\_\_\_

PRESENTER(S): Chairperson

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Please see the attached minutes of the May 6, 1998, Ad Hoc Governance Committee meeting.

PROPOSED  
MINUTES OF THE  
AD HOC GOVERNANCE COMMITTEE  
OF THE  
TEACHERS' RETIREMENT BOARD  
WEDNESDAY, MAY 6, 1998  
THIRD FLOOR, ROBYN D. MILLER BOARD ROOM  
7667 FOLSOM BOULEVARD  
SACRAMENTO, CALIFORNIA

**COMMITTEE MEMBERS PRESENT**

Emma Zink, Acting Chairperson  
Yvonne Bodle  
George Fenimore  
Lillian Raffel  
Robin Dezember, representing the Director of Finance, Craig Brown

**OTHER BOARD MEMBERS PRESENT**

Gary Lynes  
Marty Mathiesen  
Michael Mayer  
Fred Buenrostro, representing the State Controller, Kathleen Connell  
Chris Drevalas, representing the State Treasurer, Matt Fong

**STAFF PRESENT**

James D. Mosman, Chief Executive Officer  
Christopher Waddell, Chief Counsel  
Elleen Okada, DCEO, Investments  
Peggy Plett, DCEO, Administration  
Mary Miles, Administrative Assistant

A quorum being present, Acting Chairperson Zink called the meeting to order at 4:17 p.m.

**II. APPROVAL OF MINUTES OF APRIL 2, 1998 AD HOC GOVERNANCE COMMITTEE MEETING**

MOTION duly made by Mr. Fenimore, seconded by Ms. Raffel, and carried to approve the Minutes of the April 2, 1998 Ad Hoc Governance Committee meeting.

**III. ANNOUNCEMENTS**

There were no announcements.

**IV. TRAVEL POLICY**

Mr. Mosman presented this item. Discussion ensued regarding incorporating an approval process in the travel policy for Board members who have been invited to represent the System or speak at various conferences.

Ms. Bodle arrived at 4:30 p.m.

Mr. Mosman was directed to develop a one-page travel request form for Board members that will include the conference dates and location, meeting description, purpose for attending the conference, and the general travel cost. Mr. Mosman was also directed that the System would pay for all Board member travel expenses.

MOTION made by Ms. Raffel, seconded by Mr. Fenimore, and carried to incorporate within the Board Travel Policy a one-page travel request form identifying the travel dates, location, conference description, purpose for attending, and general travel costs. In addition, that the Board Travel Policy be amended to state that all Board travel expenses shall be paid for by the System and that travel be tracked on a fiscal year basis.

Mr. Mosman was directed that this policy only applies to Board members and not to staff. Mr. Buenrostro stated that, during the due diligence process, travel should be paid for by the System. The Committee requested that the amended policy be brought back to the Committee at its next meeting.

V. **OPPORTUNITY FOR STATEMENTS FROM THE PUBLIC**

There were no statements from the public.

VI. **ADJOURNMENT**

Acting Chairperson Zink adjourned the Committee meeting at 4:49 p.m.

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James D. Mosman, Chief Executive Officer  
and Secretary to the Teachers' Retirement Board

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Emma Zink, Acting Chairperson